

# **BEDFORD COUNTY**

## **COLLECTION CENTER ATTENDANTS (PART-TIME TEMPORARY)**

Applications are being accepted on an on-going basis for part-time temporary collection center attendants to fill positions at various waste collection and recycling centers throughout the county. Positions require maintaining the collection center and providing public assistance / direction.

Applicants must be able to work well with the public and be able to work a flexible schedule on a fill-in basis as needed. Starting salary is \$7.25/hr.

Applications and job descriptions are available on our website: [www.bedfordcountyva.gov](http://www.bedfordcountyva.gov) and are also available from the Bedford County Human Resources Office, Bedford County Administration Building, 122 East Main Street, Bedford, VA 24523, (540) 586-7601. EOE, ADA

## **SOLID WASTE COLLECTION CENTER ATTENDANT - 4211**

### **GENERAL DEFINITION OF WORK:**

Performs responsible semiskilled and unskilled work maintaining residential collection centers; does related work as required. Work is performed under regular supervision.

### **ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

#### **Receiving, classifying and processing solid waste; cleaning and maintaining convenience center equipment and grounds.**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Assists residents in the proper disposal of waste and recyclable material; encourages residents to recycle.
- Ensures residents use facility in a safe and efficient manner.
- Monitors the collection site to ensure that only County residents are using it; instructs new residents and non-resident landowners to call the Solid Waste Department and obtain a Landfill and Container Use Permit.
- Operates the refuse compactor and notifies the Solid Waste Office when pulls are necessary; maintains open tops and recycle bins.
- Cleans and collects litter at the collection site and surrounding areas.
- Opens and closes the collection site as directed by the Solid Waste Manager.
- Secures all equipment, buildings and gates upon closing.
- Performs preventive maintenance on specified equipment; notifies the Solid Waste Office if any site maintenance is required.
- Performs related tasks as required.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

General knowledge of the methods used in equipment operation; ability to solve problems within scope of responsibility; ability to understand and follow specific oral and written instructions accurately; dependability; ability to establish and maintain effective working relationships with associates and general public.

### **EDUCATION AND EXPERIENCE:**

Any combination of education and experience equivalent to completion of the tenth grade.

### **PHYSICAL REQUIREMENTS:**

This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects; work requires stooping, crouching, reaching, standing, walking, pulling, and lifting; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, vibration, atmospheric conditions, and oils.

### **SPECIAL REQUIREMENTS:**

Possession of an appropriate driver's license valid in the Commonwealth of Virginia.